DESCRIPTION

The *Journal of Bodywork and Movement Therapies* is a peer-reviewed journal that brings you the latest therapeutic techniques and current professional debate.

Publishing highly illustrated articles on a wide range of subjects this journal is immediately relevant to everyday clinical practice in private, community and primary health care settings.

Techniques featured include:

- Physical Therapy
- Osteopathy
- Chiropractic
- Massage Therapy
- Structural Integration
- Feldenkrais
- Yoga Therapy
- Dance
- Physiotherapy
- Pilates
- Alexander Technique
- Shiatsu and Tuina
- Occupational Therapy
- Tai Chi / Qi Gong
- Cranial Therapy
- Neuromuscular Therapy
- Lymph Drainage
- Sports Therapy
- Applied Kinesiology
Essential reading for all those involved in the assessment, diagnosis, treatment and rehabilitation of musculoskeletal dysfunction.

Journal History and Mission Statement

The Journal of Bodywork and Movement Therapies was founded in 1996 by Leon Chaitow, an authority on many topics within the bodywork professions. He passed away in late 2018, having established the current editorial team. The journal is comprised of four specialised sections, each headed and curated by one or more associate editors, all of whom have served in their roles for several years.

JBMT was originally created, in the words of Leon Chaitow:

- To offer material which can both increase our knowledge base while also encouraging creative, intuitive, improvisation in the individual and collective professional evolution of those engaged in health care utilizing manual and movement methods.
- To emphasise integration, rather than separation, between the bodywork modalities and professions JBMT serves.
- To "translate" between research and clinical practice, by a/ ensuring that published research articles provide usable, clinically relevant information for direct application by clinicians; b/ feeding back to researchers where more work is needed and demonstrating how it is used in clinical practice through case reports/studies/series; c/ cultivating & facilitating dialogue between these two poles of the sciences.
- One of JBMT’s defining missions has always been the promotion of the potential of those who submit their work for critical consideration, for publication. This includes active mentoring and encouragement of nascent authors, as well as assisting established ones.

Clinical Relevance & Journal Scope

The scope of this journal is broad and integrative, but places a strong emphasis on clinical relevance. This has been a priority since the journal was founded. To better serve readers, as of early 2019, the Editorial Board requires all authors to add a "Clinical Relevance" section at the end of their manuscripts. This should consist of between 2 and 5 brief bullet points highlighting the use, applicability, or implications of their findings with clinicians in mind.

The study types we accept include original research; most standard types of clinical trials; systematic and narrative reviews; case reports and case series. We do not publish protocol studies.

JBMT welcomes Letters to the Editor that respond to or make observations regarding published articles. However, to be accepted for publication these should make a substantial addition to the topic.

Featuring and rewarding "Mentored Research"

Alongside our commitment to supporting excellence in research and featuring the ongoing work at the cutting edge of scientific developments in the fields we serve, in keeping with our mission statement, from 2019, the Editorial Board is establishing a new approach to supporting early-career researchers.

All published articles written by early-career / postgraduate researchers in a supervised context, will be given the additional designation "Mentored Research" within the journal headings. In addition, all accepted articles in this category will be examined and voted on once annually by the Editorial Board.

The top two articles selected will be awarded 1st and 2nd Leon Chaitow Prize for Excellence in Early Career Research.

The Leon Chaitow Award for Excellence in Early Career Research

JBMT’s founding Editor-in-Chief, Leon Chaitow (1937–2018) was deeply committed to supporting young researchers and their potential. His daughter, Dr Sasha Chaitow, Managing Editor of JBMT, is establishing this award in honour of Leon Chaitow’s vision and legacy, and in continuing support of this vision.
The award will consist of:

- An official award certificate naming the authors of the winning articles
- A feature within the April Issue lead editorial each year, highlighting the significance of the content of the winning articles and providing a snapshot of the authors' achievements to date, if provided.
- A gift of selected books on manual therapy techniques by Leon Chaitow, from his own library, signed and authenticated by Dr Sasha Chaitow.

Further honourable mention will be given to the first 3 runners-up after the prize winners.

**Eligibility:** Only articles where the main author is a postgraduate student or recent graduate will be considered for this award. This includes articles based on Master's or PhD theses. Editors may request proof of the author's student or post-doctoral status and their contribution to the article prior to consideration.

**Deadlines:** All eligible articles that were accepted for publication between **September 20th 2018** and **September 19th 2019** will be considered for the inaugural prize to be announced in early 2020. Following this, the date of September 19th will be the deadline for consideration each year. Articles considered during one calendar year will not be considered in the following one.

For eligible articles that were accepted on JBMT's manual system (via email) and not entered into the online editorial platform, authors are invited to email the Editorial Team at editorjbmt@gmail.com with the following information:

- The subject line MUST read "Entry for Leon Chaitow Award 2018–19"
- Date of acceptance and a copy of the acceptance letter with an electronic timestamp
- The DOI or YJBMT-4 digit code of the article concerned
- Proof of student or post-doctoral status and details of their contribution to the article
- A letter of reference from the author's main academic supervisor

The Editorial Board will examine and decide on the winning articles between September and November each year, and the winning articles will be announced in the April issue of JBMT. The Editorial team will contact the winning authors prior to making the announcement.

**ABSTRACTING AND INDEXING**

- Scopus
- CINAHL
- Neuroscience Abstracts
- Embase
- Cambridge Scientific Abstracts
- Cochrane Center
- Calcium and Calcified Tissue
- MANTIS
- CHID(AM
- PubMed/Medline

**EDITORIAL BOARD**

*Editor-in-Chief*
Jerrilyn A. Cambron, National University of Health Sciences, Lombard, Illinois, USA

*Managing Editor*
Sasha Chaitow, London, UK

*Associate Editor: Emeritus*
Glenn Hymel, Loyola University New Orleans, New Orleans, Louisiana, USA

*Associate Editors - Prevention and Rehabilitation*
Craig Liebenson, LA Sports and Spine Center, Los Angeles, California, USA
Warrick McNeill, Physioworks Chartered Physiotherapists and Pilates Clinic, London, UK
Matt Wallden, London, UK

Associate Editor: Myofascial Pain & Treatment
Jan Dommerholt, Bethesda Physiocare, Bethesda, Maryland, USA

Associate Editor: Diagnostic Methods
Dimitrios Kostopoulos, Hands-on-Physical Therapy, Astoria, New York, USA

Associate Editor: Fascia Science & Clinical Applications
Thomas Myers, Walpole, ME
John Sharkey, Dublin, Ireland

Assistant to Editor-in-Chief
Yuri Korvatko, National University of Health Sciences, Lombard, Illinois, USA

International Advisory Board
C. Bron, Nijmegen, Netherlands
J Carleton
IB Castellarin
S. Chappelle
Z. Comeaux, Lewisburg, West Virginia, USA
P. Davies
JP DeLany, Palm Beach Gardens, Florida, USA
J. Downes
C. Fernandez de las Peñas, Madrid, Spain
T. Field, Miami, Florida, USA
P Finch, Kitchener, Ontario, Canada
S. Fritz, Lapeer, Michigan, USA
G. Fryer, Melbourne, Victoria, Australia
C. Gilbert, San Francisco, California, USA
C. H. Goldsmith, Hamilton, Ontario, Canada
S. Gracovetsky, Quebec, Canada
R Grieve
R Harter
P. Hodges, Brisbane, Queensland, Australia
S Hunter, Austin, Texas, USA
B. Ingram-Rice, Englewood, Florida, USA
S Ismail, London, UK
S Jarrett
J. Kahn, Burlington, Vermont, USA
L Kalichman, Beer Sheva, Israel
B Kleinberg, London, UK
R. Lardner
E. Lederman, London, UK
W. W. Lowe, Sisters, Oregon, USA
J. McEvoy, Aberdeen, Northern Ireland, UK
MC McGrath
L. McLaughlin, Hamilton, Ontario, Canada
C. McMakin, Tigard, Oregon, USA
C Medeiros, Ft. Lauderdale, Florida, USA
G Moriello, Troy, New York, USA
C. Moyer, Denver, Colorado, USA
D. R. Murphy, Pawtucket, Rhode Island, USA
T. Myers
C. Norris, Congleton, UK
B O’Neill, Philadelphia, Pennsylvania, USA
N. Osborne, Poole, England, UK
J. L. Oschman, Dover, New Hampshire, USA
MS Plumb, Gipsy Lane, Oxford, UK
M M Reinold, Boston, Massachusetts, USA
G. Rich, Juneau, Alaska, USA
K Rolfe, London, UK
C Rosenholtz, Boulder, Colorado, USA
J Sager, London, UK
A Salmond
R. Schleip, Munich, Germany
S Scott, Pithers Yard - Castle Cary, Wales, UK
C Skitt
R. Stanborough
M Stefanakis, Nicosia, Cyprus
D. Thompson, Seattle, Washington, USA
C. Traoie, London, England, UK
P. W. Tunnell
M Waliden
L White
E. Wilson, North Yorkshire, UK
GUIDE FOR AUTHORS

The Journal of Bodywork and Movement Therapies brings you the latest therapeutic techniques and current professional debate. Publishing highly illustrated articles on a wide range of subjects this journal is immediately relevant to everyday clinical practice in private, community and primary health care settings.

Aims and Scope
Please see this page for detailed information: https://www.bodyworkmovementtherapies.com/content/aims

Presentation of typescripts
Your article should be double spaced with a margin of at least 3cm.

Papers should be set out as follows, with each section beginning on a separate sheet: title page, abstract, text, acknowledgements, references, tables, and captions to illustrations.

You should give a maximum of four degrees/qualifications for each author and the current relevant appointment.

The abstract should be structured and no more than 250 words in length. It should follow the appropriate structure for your study type (eg. Randomized Controlled Trial; Systematic Review, etc) as laid out in the scientific reporting guidelines on https://www.equator-network.org/ . If in doubt, use the generic structure: Introduction; Method; Results; Discussion; Conclusion.

Text
Headings should be appropriate to the nature of the paper. The use of headings enhances readability. Three categories of headings should be used:
- major ones should be typed in capital letters in the centre of the page and underlined
- secondary ones should be typed in lower case (with an initial capital letter) in the left hand margin and underlined
- minor ones typed in lower case and italicised

Do not use 'he', 'his', etc. where the sex of the person is unknown; say 'the patient', etc. Avoid inelegant alternatives such as 'he/she'. Avoid sexist language.

Avoid the use of first person ('I' statements) and second person ('you' statements). Third person, objective reporting is appropriate. In the case of reporting an opinion statement or one that cannot be referenced, the rare use of 'In the author's opinion?' or 'In the author's experience?' might be appropriate. If in doubt, ask the editor or associate editor for assistance.

Acronyms used within the text are spelled out at the first location of usage and used as the acronym thereafter. For example, 'The location of a central trigger point (CTrP) is central to a taut fiber. The CTrP is palpated by......'

Single quotation are used to express a quote marks (Matthews (1989) suggests, 'The best type of?') while double quotation marks are used for a quote within a quote or to emphasise a word within a quote.

Promotion of self, seminars or products is inappropriate. Reference to a particular product as it applies to the discussion, particularly where valid research of the product or comparison of products is concerned, can be included as long as a non-promotional manner is used.

Structure
We expect authors to follow the scientific reporting guidelines for their study type, as found on https://www.equator-network.org/ . Editors and reviewers will look for evidence of their use in submitted manuscripts. This will affect editorial decisions.

All full-length submissions should include a final section entitled "Clinical Relevance". This should contain between 2-5 bullet points highlighting the immediate usefulness and/or implications of the study's findings for clinicians. Submissions that omit this feature will be returned for correction.
**Illustrations**

The journal is fully illustrated throughout. Please give consideration at an early stage of writing your paper to the illustrations which will enhance and develop the text. It is the author’s responsibility to provide all the illustrations for the paper. However, following discussion with the Editor, Journal of Bodywork & Movement Therapies may undertake (at no expense to the author) redrawing from supplied references figures. Additionally Journal of Bodywork & Movement Therapies has access, at no cost to the author, to illustrations appearing elsewhere in Elsevier imprint books and journals. Full source files should be supplied at submission. Label each figure with a figure number corresponding to the order it appears within the article (i.e., Figure 1, Figure 2). Ensure that each illustration is cited within the text (‘see Figure 1’) and that a caption is provided.

**Reference style**

The accuracy of references is the responsibility of the author. This includes not only the correct contextual use of the material, but also the citation itself. In the text your reference should state the author's surname and the year of publication (Smith 1989); if there are two authors you should give both surnames (Smith & Black 1989). When a source has more than two authors, give the name of the first author followed by ‘et al’. (Smith et al 1989). No commas are used between the name and date. It is important to verify the correct and full title, the full authorship, and all other reference details with the original source (book, journal, etc.,) or through a service, such as Medline or ScienceDirect.

A list of all references in your manuscript should be typed in alphabetical order, double spaced on a separate sheet of paper. Each reference to a paper needs to include the **author’s surname and initials, year of publication, full title of the paper, full name of the journal, volume number and first and last page numbers.** The names of multiple authors are separated by a comma with each appearing as surname followed by initials. The date is placed after the author’s name(s), not at the end of the citation.

Here are examples:


References to books should be in a slightly different form:
Hicks CM 1995 Research for Physiotherapists. Churchill Livingstone, Edinburgh
When citing a paper that has a digital object identifier (doi) please use the following style:


**Page charges**

This journal has no page charges.

**BEFORE YOU BEGIN**

**Ethics in publishing**

Please see our information pages on Ethics in publishing and Ethical guidelines for journal publication.

**Studies in humans and animals**

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with The Code of Ethics of the World Medical Association (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms sex and gender should be used correctly.

Authors should include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.
All animal experiments should comply with the ARRIVE guidelines and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, EU Directive 2010/63/EU for animal experiments, or the National Institutes of Health guide for the care and use of Laboratory animals (NIH Publications No. 8023, revised 1978) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

Declaration of interest
All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places: 1. A summary declaration of interest statement in the title page file (if double-blind) or the manuscript file (if single-blind). If there are no interests to declare then please state this: 'Declarations of interest: none'. This summary statement will be ultimately published if the article is accepted. 2. Detailed disclosures as part of a separate Declaration of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. More information.

If publication is an academic requirement of the author's institution, this should be stated in the Conflict of Interest statement and in the Cover Letter.

Mentored Research
If the submission is co-authored by a postgraduate student(s) or early career postdoctoral researcher(s) supervised within an academic setting, this should be stated in the cover letter when submitting the manuscript. Full disclosure of the context should be given. This will make the submission eligible for our annual award for Excellence in Early Career Research and is a disclosure required by the Editorial Board. For more information on this requirement and the Award, please see this page: https://www.bodyworkmovementtherapies.com/content/aims

Submission declaration
Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see 'Multiple, redundant or concurrent publication' for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder.

Preprints
Please note that preprints can be shared anywhere at any time, in line with Elsevier's sharing policy. Sharing your preprints e.g. on a preprint server will not count as prior publication (see 'Multiple, redundant or concurrent publication' for more information).

Use of inclusive language
Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Articles should make no assumptions about the beliefs or commitments of any reader; should contain nothing which might imply that one individual is superior to another on the grounds of race, sex, culture or any other characteristic, and should use inclusive language throughout. Authors should ensure that writing is free from bias, for instance by using 'he or she', 'his/her' instead of 'he' or 'his', and by making use of job titles that are free of stereotyping (e.g. 'chairperson' instead of 'chairman' and 'flight attendant' instead of 'stewardess').

Changes to authorship
Authors are expected to consider carefully the list and order of authors before submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only before the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the corresponding author: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.
Only in exceptional circumstances will the Editor consider the addition, deletion or rearrangement of authors after the manuscript has been accepted. While the Editor considers the request, publication of the manuscript will be suspended. If the manuscript has already been published in an online issue, any requests approved by the Editor will result in a corrigendum.

**Copyright**
Upon acceptance of an article, authors will be asked to complete a 'Journal Publishing Agreement' (see more information on this). An e-mail will be sent to the corresponding author confirming receipt of the manuscript together with a 'Journal Publishing Agreement' form or a link to the online version of this agreement.

Subscribers may reproduce tables of contents or prepare lists of articles including abstracts for internal circulation within their institutions. Permission of the Publisher is required for resale or distribution outside the institution and for all other derivative works, including compilations and translations. If excerpts from other copyrighted works are included, the author(s) must obtain written permission from the copyright owners and credit the source(s) in the article. Elsevier has preprinted forms for use by authors in these cases.

For gold open access articles: Upon acceptance of an article, authors will be asked to complete an 'Exclusive License Agreement' (more information). Permitted third party reuse of gold open access articles is determined by the author's choice of user license.

**Author rights**
As an author you (or your employer or institution) have certain rights to reuse your work. More information.

Elsevier supports responsible sharing
Find out how you can share your research published in Elsevier journals.

**Role of the funding source**
You are requested to identify who provided financial support for the conduct of the research and/or preparation of the article and to briefly describe the role of the sponsor(s), if any, in study design; in the collection, analysis and interpretation of data; in the writing of the report; and in the decision to submit the article for publication. If the funding source(s) had no such involvement then this should be stated.

**Funding body agreements and policies**
Elsevier has established a number of agreements with funding bodies which allow authors to comply with their funder's open access policies. Some funding bodies will reimburse the author for the gold open access publication fee. Details of existing agreements are available online. After acceptance, open access papers will be published under a noncommercial license. For authors requiring a commercial CC BY license, you can apply after your manuscript is accepted for publication.

**Open access**
This journal offers authors a choice in publishing their research:

**Subscription**
- Articles are made available to subscribers as well as developing countries and patient groups through our universal access programs.
- No open access publication fee payable by authors.
- The Author is entitled to post the accepted manuscript in their institution's repository and make this public after an embargo period (known as green Open Access). The published journal article cannot be shared publicly, for example on ResearchGate or Academia.edu, to ensure the sustainability of peer-reviewed research in journal publications. The embargo period for this journal can be found below.

**Gold open access**
- Articles are freely available to both subscribers and the wider public with permitted reuse.
- A gold open access publication fee is payable by authors or on their behalf, e.g. by their research funder or institution.

Regardless of how you choose to publish your article, the journal will apply the same peer review criteria and acceptance standards.
For gold open access articles, permitted third party (re)use is defined by the following Creative Commons user licenses:

**Creative Commons Attribution-NonCommercial-NoDerivs (CC BY-NC-ND)**
For non-commercial purposes, lets others distribute and copy the article, and to include in a collective work (such as an anthology), as long as they credit the author(s) and provided they do not alter or modify the article.

The gold open access publication fee for this journal is **USD 2500**, excluding taxes. Learn more about Elsevier’s pricing policy: [https://www.elsevier.com/openaccesspricing](https://www.elsevier.com/openaccesspricing).

**Green open access**
Authors can share their research in a variety of different ways and Elsevier has a number of green open access options available. We recommend authors see our open access page for further information. Authors can also self-archive their manuscripts immediately and enable public access from their institution’s repository after an embargo period. This is the version that has been accepted for publication and which typically includes author-incorporated changes suggested during submission, peer review and in editor-author communications. Embargo period: For subscription articles, an appropriate amount of time is needed for journals to deliver value to subscribing customers before an article becomes freely available to the public. This is the embargo period and it begins from the date the article is formally published online in its final and fully citable form. Find out more.

This journal has an embargo period of 12 months.

**Language (usage and editing services)**
Please write your text in good English (American or British usage is accepted, but not a mixture of these). Authors who feel their English language manuscript may require editing to eliminate possible grammatical or spelling errors and to conform to correct scientific English may wish to use the English Language Editing service available from Elsevier’s Author Services.

**Informed consent and patient details**
Studies on patients or volunteers require ethics committee approval and informed consent, which should be documented in the paper. Appropriate consents, permissions and releases must be obtained where an author wishes to include case details or other personal information or images of patients and any other individuals in an Elsevier publication. Written consents must be retained by the author but copies should not be provided to the journal. Only if specifically requested by the journal in exceptional circumstances (for example if a legal issue arises) the author must provide copies of the consents or evidence that such consents have been obtained. For more information, please review the Elsevier Policy on the Use of Images or Personal Information of Patients or other Individuals. Unless you have written permission from the patient (or, where applicable, the next of kin), the personal details of any patient included in any part of the article and in any supplementary materials (including all illustrations and videos) must be removed before submission.

**Submission**
Our online submission system guides you stepwise through the process of entering your article details and uploading your files. The system converts your article files to a single PDF file used in the peer-review process. Editable files (e.g., Word, LaTeX) are required to typeset your article for final publication. All correspondence, including notification of the Editor's decision and requests for revision, is sent by e-mail.

Please submit your article here

**Highlights**
Highlights are optional yet highly encouraged for this journal, as they increase the discoverability of your article via search engines. They consist of a short collection of bullet points that capture the novel results of your research as well as new methods that were used during the study (if any). Please have a look at the examples here: example Highlights.

Highlights should be submitted in a separate editable file in the online submission system. Please use 'Highlights' in the file name and include 3 to 5 bullet points (maximum 85 characters, including spaces, per bullet point).

**Formatting of funding sources**
List funding sources in this standard way to facilitate compliance to funder's requirements:
Funding: This work was supported by the National Institutes of Health [grant numbers xxxx, yyyy]; the Bill & Melinda Gates Foundation, Seattle, WA [grant number zzzz]; and the United States Institutes of Peace [grant number aaaa].

It is not necessary to include detailed descriptions on the program or type of grants and awards. When funding is from a block grant or other resources available to a university, college, or other research institution, submit the name of the institute or organization that provided the funding.

If no funding has been provided for the research, please include the following sentence:

This research did not receive any specific grant from funding agencies in the public, commercial, or not-for-profit sectors.

Data references
This journal encourages you to cite underlying or relevant datasets in your manuscript by citing them in your text and including a data reference in your Reference List. Data references should include the following elements: author name(s), dataset title, data repository, version (where available), year, and global persistent identifier. Add [dataset] immediately before the reference so we can properly identify it as a data reference. The [dataset] identifier will not appear in your published article.

Reference management software
Most Elsevier journals have their reference template available in many of the most popular reference management software products. These include all products that support Citation Style Language styles, such as Mendeley. Using citation plug-ins from these products, authors only need to select the appropriate journal template when preparing their article, after which citations and bibliographies will be automatically formatted in the journal's style. If no template is yet available for this journal, please follow the format of the sample references and citations as shown in this Guide. If you use reference management software, please ensure that you remove all field codes before submitting the electronic manuscript. More information on how to remove field codes from different reference management software.

Users of Mendeley Desktop can easily install the reference style for this journal by clicking the following link:

When preparing your manuscript, you will then be able to select this style using the Mendeley plug-ins for Microsoft Word or LibreOffice.

Data visualization
Include interactive data visualizations in your publication and let your readers interact and engage more closely with your research. Follow the instructions here to find out about available data visualization options and how to include them with your article.

AFTER ACCEPTANCE

Online proof correction
Corresponding authors will receive an e-mail with a link to our online proofing system, allowing annotation and correction of proofs online. The environment is similar to MS Word: in addition to editing text, you can also comment on figures/tables and answer questions from the Copy Editor. Web-based proofing provides a faster and less error-prone process by allowing you to directly type your corrections, eliminating the potential introduction of errors.

If preferred, you can still choose to annotate and upload your edits on the PDF version. All instructions for proofing will be given in the e-mail we send to authors, including alternative methods to the online version and PDF.

We will do everything possible to get your article published quickly and accurately. Please use this proof only for checking the typesetting, editing, completeness and correctness of the text, tables and figures. Significant changes to the article as accepted for publication will only be considered at this stage with permission from the Editor. It is important to ensure that all corrections are sent back to us in one communication. Please check carefully before replying, as inclusion of any subsequent corrections cannot be guaranteed. Proofreading is solely your responsibility.

Offprints
The corresponding author will, at no cost, receive a customized Share Link providing 50 days free access to the final published version of the article on ScienceDirect. The Share Link can be used for sharing the article via any communication channel, including email and social media. For an extra
charge, paper offprints can be ordered via the offprint order form which is sent once the article is accepted for publication. Both corresponding and co-authors may order offprints at any time via Elsevier’s Author Services. Corresponding authors who have published their article gold open access do not receive a Share Link as their final published version of the article is available open access on ScienceDirect and can be shared through the article DOI link.

**AUTHOR INQUIRIES**

Visit the Elsevier Support Center to find the answers you need. Here you will find everything from Frequently Asked Questions to ways to get in touch.

You can also check the status of your submitted article or find out when your accepted article will be published.

© Copyright 2018 Elsevier | https://www.elsevier.com